



DISTRICT OF COLUMBIA
OFFICE OF THE INSPECTOR GENERAL
CHARLES C. MADDOX, ESQ.
INSPECTOR GENERAL

INSPECTIONS AND EVALUATIONS DIVISION
REPORT OF INSPECTION

HEALTH REGULATION ADMINISTRATION

DEPARTMENT OF HEALTH

REPORT NUMBER 03 – 0002HC
JANUARY 2003

Inspections and Evaluations Division
Mission Statement

The Inspections and Evaluations (I&E) Division of the Office of the Inspector General is dedicated to providing District of Columbia (D.C.) Government decision makers with objective, thorough, and timely evaluations and recommendations that will assist them in achieving efficiency, effectiveness and economy in operations and programs. I&E goals are to help ensure compliance with applicable laws, regulations, and policies; to identify accountability; recognize excellence; and promote continuous improvement in the delivery of services to D.C. residents and others who have a vested interest in the success of the city.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Inspector General

Inspector General



January 14, 2003

Mr. James A. Buford
Acting Director
Department of Health
825 North Capitol Street, N.E., Suite 4400
Washington, DC 20002

Dear Mr. Buford:

Enclosed is our final *Report of Inspection of the Health Regulation Administration*. Your agency's comments on the 18 findings and 25 recommendations by the inspection team are included in the report.

You requested that some findings and recommendations be removed from the report because problems we cited either have been corrected since our inspection took place, or there are ongoing initiatives that will correct them. However, it is our practice to report not only what we found in an agency during the period of our inspection, but to also report all agency responses to those findings in their entirety. This practice provides both agency managers and District stakeholders with a complete picture of the operations that were evaluated, and in your case, shows clearly the efforts being made to create a more efficient and well-run health management system.

In accordance with Mayor's Order 2000-105, District agencies are responsible for taking action on all agreed-upon recommendations in this final Report of Inspection. The Office of the Inspector General (OIG) has established a process to track agency compliance and to facilitate our follow-up inspection activities. Enclosed are *Compliance Forms* on which to record and report to this Office any actions you take concerning each outstanding recommendation. We request that you and your administrators establish response dates on the forms and advise us of those dates so we can enter them on our copies of the *Compliance Forms*. We know that in some instances, things beyond your control, such as budget decisions, impact on trying to set specific deadlines. In those instances, we request that you assign *target dates* based on whatever knowledge and experience you have about a particular issue. Please ensure that the *Compliance Forms* are returned to the OIG by the response date, and that reports of "Agency Action Taken" reflect actual completion, in whole or in part, of a recommended action rather than "planned" action. We will work closely with your designated point of contact throughout the compliance process.

We appreciate the cooperation shown by you and your employees during the inspection and we hope to continue in a cooperative relationship during the upcoming follow-up period.

Letter to James A. Buford

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If you have questions or require assistance in the course of complying with our recommendations, please contact me or Alvin Wright, Jr. Assistant Inspector General for Inspections and Evaluations at 202-727-9249.

Sincerely,

A handwritten signature in dark ink, appearing to read "Charles C. Maddox". The signature is fluid and cursive, with the first name "Charles" being more prominent.

Charles C. Maddox, Esq.
Inspector General

Enclosure/Attachment

CCM/AW/jcs

cc: See **Distribution**

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ACRONYMS

CFB	Childcare Facilities Branch
CMS	Centers for Medicare & Medicaid Services
CPSC	Consumer Product Safety Commission
CRCFD	Child and Residential Care Facilities Division
CRF/MR	Community Residential Facility for Mentally Retarded
DCOP	District of Columbia Office of Personnel
DCRA	Department of Consumer and Regulatory Affairs
DOH	Department of Health
EPA	Environmental Protection Agency
FTE	Full-Time Employee
HCFD	Healthcare Facility Division
HCLCSD	Healthcare Licensing and Customer Service Division
HCFD	Healthcare Facility Division
HHS	Health and Human Services
HRA	Health Regulation Administration
ICF/MR	Intermediate Care Facility for Mentally Retarded
MRDDA	Mental Retardation and Developmentally Disabled Administration
NRC	National Resource Center for Health and Safety in Childcare

ACRONYMS
